

**River Forest Public Library  
Policy Committee Meeting Minutes  
Wednesday, June 24, 2020  
4:00 PM**

The meeting was called to order at 4 pm by Deborah Hill.

In Attendance via Zoom: Deborah Hill, Elan Long, Jim Hopkinson, Sue Quinn, Amy Grossman

1. Elan Long made a motion to approve the minutes from the 5/8/20 meeting, and Jim Hopkinson seconded. The minutes will be posted to the RFPL website.
2. Oversight I. Board Responsibilities: There were no edits. This policy will be added to the consent agenda for the July 21, 2020 Board Meeting.
3. Discussion of Chapters 1 & 2 of Serving Our Public 4.0: Standards for IL Public Libraries: The committee reviewed Chapter 1 (Core Standards) and Chapter 2 (Governance and Administration) with discussion on Trustee professional development and ADA compliance. These chapters will be added to the packet for the July 21, 2020 Board Meeting.
4. Oversight II. Fiscal Accountability: Edits were made. This policy will be added to the consent agenda for the September 15, 2020 Board Meeting.
5. Oversight III. Investment of Public Funds: Minor edits were made. This policy will be added to the consent agenda for the October 20, 2020 Board Meeting.
6. Discussion of Chapter 5 of Serving Our Public 4.0: Standards for IL Public Libraries: The committee discussed Chapter 5 (Building Infrastructure and Maintenance) with regard to Investment of Public Funds.
7. Oversight IV. Indemnification and Insurance: Jim Hopkinson will review and propose edits to this policy at the January 13, 2021 Policy Committee meeting.
8. Review of policy work schedule: Amy Grossman reviewed the policy work schedule for the remainder of FY20-21.

Policies that will be presented at the July 21, 2020 Board Meeting:

- Oversight I. Board Responsibilities
- Chapters 1 & 2 of Serving Our Public 4.0: Standards for IL Public Libraries will be available for reference

Policies that will be presented at the September 15, 2020 Board Meeting:

- Oversight II. Fiscal Accountability

Policies that will be presented at the October 20, 2020 Board Meeting:

- Oversight III. Investment of Public Funds
- Chapter 5 of Serving Our Public 4.0: Standards for IL Public Libraries will be available for reference

The next Policy Committee meeting will be on January 13, 2021 at 4 PM. The policies that will be reviewed are:

- Oversight IV. Indemnification and Insurance
- Oversight V. Compliance
- Patrons IV. Equipment and Computer Use
- Staff IX. Computer Use
- Trustee Bylaws

Jim Hopkinson made a motion to adjourn the meeting at 4:40 PM, and Elan Long seconded.